



TO: HONORABLE MAYOR AND

CITY COUNCIL

FROM: Leslye Corsiglia

Sara L. Hensley

SUBJECT: SEE BELOW

DATE: 03-07-03

Approved Jame James

Date

50 · 11 · E

INFORMATION

SUBJECT: REVISED PUBLIC HEARING TIMELINE FOR THE CONSOLIDATED PLAN ANNUAL ACTION PLAN FOR FY 2003-2004.

SUMMARY

This memo serves to inform the Mayor and City Council about the revised timeline and hearing schedule for public meetings and Council participation for the Consolidated Annual Plan, which outlines a community's plan for addressing its housing and community development needs and is a prerequisite for federal housing funding. This federally mandated report, prepared by the Housing Department and the Parks, Recreation and Neighborhood Services Department, is updated each year for the U.S. Department of Housing and Urban Development (HUD).

BACKGROUND

On January 31, 2003, a memorandum, which included a timeline and public hearing schedule, was sent to the Mayor and City Council as an information item. On February 18, 2003, the City Manager sent a memorandum to Councilmember Yeager, Chair of the Community Development Block Grant (CDBG) Committee, and Councilmember Dando, Chair of the Healthy Neighborhoods Venture Fund (HNVF) stipulating the need to re-evaluate the use of these two revenue sources in place of lost general fund dollars, as laid out in the Mayor and Council Budget Strategies memo. The Budget Strategies memo recommends pursuing and identifying "discretionary funding to all outside entities" and "review of all discretionary spending that is not related to vital core services" as a potential for replacing lost revenue. The memo further requested that these Committees "defer any decision on uncommitted funds until the City budget is presented."

HONORABLE MAYOR AND CITY COUNCIL

03-07-03

Subject: Revised Public Hearing Timeline for the Consolidated Plan Annual Action Plan for FY 2003-04

Page 2

<u>ANALYSIS</u>

Due to the Committees' desire to re-evaluate how the revenues might be used to more effectively meet identified priority core services, as outlined in the Mayor and Council Budget Strategies, the Committees will be delaying the awards of these grants. Therefore, the public hearing schedule and timeline were revised to reflect this slight delay. Please find attached the revised public hearing schedule and timeline for the Annual ConPlan for 2003-2004.

Please note that this change will not affect the date the ConPlan will be submitted to HUD, the degree of public participation, the mandatory 30-day public review period, or number of hearings.

COMMUNITY OUTREACH

The Consolidated Plan regulations require that jurisdictions hold two public hearings for the Consolidated Plan – one hearing before the Plan is prepared in order to solicit public comments on the community's needs and one after the Plan is published for citizen review. The federal government also requires a 30-day review period to receive public comments on the Plan.

The City of San José routinely holds more public hearings than required by the federal government. For the 2003-2004 Annual Action Plan, the City will hold eight hearings. Three of those hearings are held by the Housing Advisory Commission (HAC) and are noticed in several languages to ensure the broadest representation possible. The City sends individual invitations for each of the hearings to nearly 400 organizations and individuals concerned about affordable housing issues and community development needs. The CDBG Steering Committee also holds public hearings throughout the project selection process for CDBG funding.

Under the revised hearing schedule, the public review and comment period will begin on April 7, 2003, and end on May 6, 2003. The final Council Hearing will be held on May 6, 2003, at which time it is anticipated that the Council will consider all input received to date and adopt the final draft 2003-2004 Annual Action Plan, including its recommended modifications.

Additionally, a revised Public Notice will be sent again to the 400 public, private agencies, and individuals that received the first notice.

HONORABLE MAYOR AND CITY COUNCIL

03-07-03

Subject: Revised Public Hearing Timeline for the Consolidated Plan Annual Action Plan for FY 2003-04

Page 3

COORDINATION

Preparation of this report has been coordinated with the City Attorney's Office.

SARA L. HENSLEY

Director of Parks, Recreation and Neighborhood Services

LESLAE CORSIGLIA

Director of Housing

Attachments (2)

*** REVISED (Please Note Date Changes) ***



PLEASE POST

NOTICE OF HEARINGS ON THE CONSOLIDATED PLAN ANNUAL ACTION PLAN FOR 2003-2004 AND CALL FOR INFORMATION

THIS NOTICE IS TO ANNOUNCE THAT A HEARING ON AFFORDABLE HOUSING NEEDS WILL BE HELD MARCH 13, 2003, BEFORE THE HOUSING ADVISORY COMMISSION AT THE DEPARTMENT OF HOUSING, 4 NORTH SECOND STREET, SUITE 1350, SAN JOSÉ, CA 95113 AT 5:30 PM. (Hearings on the use of community development block grant funds for community development needs were held on January 27, February 1 and February 8, 2003 at the Fire Training Center, 255 S. Montgomery Street in San José.) Come give your views on affordable housing and community development needs in San José at this meeting. Your input will help shape the City's development of the federally required Consolidated Plan Annual Action Plan.

Once the City has heard comments on housing needs, it will then draft the 2003-2004 Consolidated Plan Annual Action Plan, which outlines the City's housing and community development needs and provides a one-year action plan to address those needs. The following table highlights the schedule for the completion of the Consolidated Plan Annual Action Plan:

What?	Who?	Where?	When?					
Hearing on housing needs	Housing Advisory Commission	4 N. Second St., Suite 1350	February 13, 2003 5:30 p.m.					
Hearing on CDBG Applications	CDBG Steering Committee	Fire Training Center, Large Classroom 255 S. Montgomery St.	January 27, 2003 5-9 p.m. February 1 and 8, 2003 8 a.m 5 p.m.					
Additional hearing on housing needs	Housing Advisory Commission	4 N. Second St., Suite 1350, San Jose	March 13, 2003 @ 5:30 p.m.					
Discussion and Approval of CDBG Recommendations to City Council	CDBG Steering Committee	City Hall, Room 204, 801 N. First St.	April 3, 2003 @ 7 p.m.					
Draft document available for review	Housing Department	4 N. Second St., Suite 1350	April 7, 2003					
Housing Advisory Commission hearing on draft document	Housing Advisory Commission	4 N. Second St., Suite 1350	April 10, 2003 @ 5:30 p.m.					
First City Council hearing	City Council	City Hall, City Council Chambers	April 15, 2003					
Final City Council hearing	City Council	City Hall, City Council Chambers	May 6, 2003					
Submit Annual Plan to the US Department of Housing and Urban Development			May 15, 2003					

COMMUNITY INPUT ABOUT HOUSING NEEDS IN SAN JOSE IS GREATLY APPRECIATED. Specifically, we are looking for your input on the housing needs of seniors, people who are disabled, and other special needs groups. Information can be provided verbally at one of the hearings noted above, or in writing. For questions about the Consolidated Plan and its schedule, call Melissa Whatley, Development Officer at the Department of Housing (408-277-2241). Persons needing special assistance under the Americans with Disabilities Act should call at least 48 hours prior to any hearing to ensure that their needs can be appropriately accommodated.

PARA RESIDENTES QUE HABLAN ESPANOL: Esta información sobre los Programas de Vivienda de la Ciudad de San José puede ser muy importante para Usted. Por favor traduzca este boletín.

CƯ DÂN NÓI TIẾNG VIỆT: Bản công cáo về chương trình đầu tư gia cư năm năm này có thể quan trọng đối với bạn. Xin hãy nhờ người chuyển ngữ cho bạn.

	SEPT	OCT	NOV	DEC	1	-JAI 2	3 · 3	4	1	FEB	03	4	12		3 3	4	1	2 APF	3	4	1	МA` 2	3	4
Public Hearing before the CDBG Steering Committee on criteria	9/9																							
CDBG applications available		10/15		12/9																				
CDBG applications due				12/9						<u> </u>														
CDBG Steering Committee hearings on proposed projects								1/27	2/1	2/8														
Draft ConPlan - minus CDBG																								
Housing needs hearing - Housing Advisory Commission ¹										2/13														
Inter-Departmental review of draft													#		Di.									
Additional hearing on housing needs before the HAC														3/13										
CDBG Steering Committee reviews aplication ratings and updates report on placed projects																3/27								
CDBG Steering Committee's recommendation is released																	4/3							
Release public draft of ConPlan											ļ						4/7							_
Required 30-day public review																								
First Council hearing on ConPlan																		4/15						
Revisions to ConPlan												<u> </u>	_					1		- 200 100				↓_
Housing Advisory Commission hearing on ConPlan																		4/10						
Final Council hearing on ConPlan																					5/6	gg-40 35 .00		\perp
Final revisions, certifications and printing																								
Submit ConPlan to HUD																	1				<u> </u>		5/15	

¹ This timeline is assuming the Housing Advisory commission will continue to meet on the second Thrusday of each month during 2003. This time and date may change due to new committee members.